

AQO

MEMORANDUM FOR RECORD

SUBJECT: AQO Staff Meeting Minutes, August 13, 1996

MMR. The next Monthly Management Review (MMR) is scheduled for Aug 29, 96. HQ and District process owners will be coordinating the charts over the next few days. A final copy of all charts will be faxed to Districts NLT Aug 22, 96.

PERFORMANCE BASED STAFFING MODEL (PBSM). PBSM for geographical
CAOs

will be tested at DCMC Dallas beginning Sep 16, 96. The team leader is Mr. Gordon Elly, DCMC Phoenix. Subteam leaders are Mr. Jeff Gardiner (Cost), DCMC Dallas; Mr. Bill Waltney (Schedule), DCMC Lockheed Ft. Worth; and Mr. Wyatt Smith (End Product Performance), DCMC Indianapolis.

COMMANDER'S CONFERENCE ACTION ITEMS Lt Col Brenda Jackson-Sewell,

AQBC, will be getting with all team chiefs to reconcile open action items from the May Commander's Conference. Items found to be open will be added to the AQO Suspense Roster. Updates will be required weekly as are all other action items.

SINGLE PROCESS INITIATIVE (SPI) ACTIVITY REPORT.

- o We have received 276 concept papers from 87 contractors proposing to modify 339 processes. Ferrotherm Company Inc executed a block change modification on August 8, 1996.
- o Next week, Mr. Bauer will participate in the Navy SPI Conference and the Lockheed Martin Meeting on SPI Consideration. Mr. Robertson will conduct SPI Roadshows in the DCMC Indianapolis vicinity. Ms. White will address the Defense Systems Management College (DSMC) Program Manager Course participants.

WORKFORCE STRATEGY TEAM (AQOJ).

- o We had our first monthly VTC with the District Workforce Development Teams yesterday. It will be a useful tool for us to

discuss issues and ongoing project status.

- o The East District has offered to do the workshop they developed on preparing Individual Development Plans for HQ. Will set this up with AQ Training Coordinator.
- o The Think Tank was briefed at their meeting in Twin Cities last week on the status of the Intern Program and the Executive Development Program both in process. Changes are being made as a result of their input.
- o Team Chiefs are reminded of two open actions due AQOJ:
 - 1. Reengineering of the One book - Policy owners were requested to provide comments on chapters as follows:
 - 1. update references contained in the chapter
 - 2. highlight mandatory direction
 - 3. recommend any changes deemed necessary (due August 19)
 - 4. list of One Book Chapter Owners has been provided to all team chiefs and policy owners via email. Updates are requested by COB August 16. Once the list is updated, it will be placed on the DCMC Home Page, next to the Win1Book.
 - 2. In preparation for the upcoming FY97 technical training budget, teams were requested to identify all technical training requirements for the following categories: new course development, course maintenance, continuation of ongoing projects, course delivery and career development programs. Input was requested by August 15.

COL BARRY HARPER (AQO).

- o I have been working with the One Book Team and Workforce Strategy. We have a briefing scheduled with Gen Drewes on 26 Aug to brief him on the status of the One Book Reengineering.
- o I will be visiting the Workforce Development Directorates at East and West to understand their issues, particularly with the DBMS-TA system.
- o I will be coordinating the field review of the Senior Functional Advisor (SFA) concept after the Technical Assessment Group (TAG)/SFA briefing with Gen Drewes this Friday, Aug 16.
- o Note: Col Harper will be the AQO representative to the Business

Planning Team.

PROCUREMENT CIM SYSTEMS OFFICE (AQAC).

- o We are putting together a meeting in Atlanta for the Standard Procurement System (SPS) Demonstration/Validation test sites for early September to discuss any concerns they may have and to go over procedures.
- o Mechanization of Contract Administration Services (MOCAS) COOP (Continuity of Operations) testing is now taking place. (It is a backup computer to run MOCAS in the event Columbus was brought down for some reason.)

GENERAL COUNSEL (GC).

- o SEPCO Bankruptcy Meeting at Department of Justice Thursday.
- o Sundstrand claim for \$28,000,000 flowing from DoD's former Industrial Modernization Incentives Program being worked by DCMDW-G and DCMC Chicago.

PAYMENT, CLOSEOUT & PROPERTY TEAM (AQOE).

- o Paul Farley has joined AQOE as the Property Wizard.

PRODUCT & MANUFACTURING ASSURANCE TEAM (AQOG).

- o Ron O'Daniell conducted an In-Process Review (IPR) of the Contractor Self-Oversight, Self-Reporting of Delivery Delinquencies at DCMDE during the week of August 1, 1996. Pilot Site managers from each of the 32 sites participating in the test attended the review. The 32 sites represent a good cross section of contractors. The results indicate some sites may be successful in implementing this type program; however, based on the limited data gathered so far, the recommendation from the IPR was to continue the test until February 1997. A number of concerns/issues were identified. The Steering Team will continue to monitor the test and work on developing answers to the concerns/issues raised. A sampling of the attendees revealed that less than 20% had received copies of DCMC Memorandum No 96-19, Contract Performance Reporting Requirement (Policy), which was issued 4 weeks earlier and placed on the Web. This memorandum required DCMC activities to record performance history for contracts which have been completed and for modifications to delinquent contracts, including

whether the delinquency was Government or contractor caused.

PRODUCT DESIGN, CONTROL & DEVELOPMENT TEAM (AQOF).

- o Jeff Allan, Chief, Product Design, Development & Control Team is leaving DLA after 22 years of distinguished service. His new assignment will be at NAVAIR effective 1 Sep 96. Marianne Bailey, (703) 767-3359, is handling the preparations for Jeff's farewell luncheon. Luncheon will be at 1130, 28 Aug, FBelvoir North Post Golf Course Club House. Cost is \$12.00.
- o AQOF, CAPT Ted Case, AQAC, and Mr. Mike Burke, CAN, are discussing feasibility of scheduling investigation of Software Capability Evaluations (SCEs) on contractors who bid on our automation enhancement projects. This will help to ensure only the most capable get the work.
- o Development of the Automated Configuration Tracking System (ACTS) version 3 was completed this week. Some of the key enhancements requested by CAOs that are included in ACTS version 3 include: vastly improved custom query capability, quick entry screen for Class II Engineering Change Proposals (ECPs) and minor waivers and deviations, new standard charts and reports, and a simplified editing capability. The ACTS v. 3 Users Manual (draft) and the test plan were provided to the test sites last week. Test sites are DCMC Clearwater, DCMC New York, DCMC McDonnell Douglas STL, DCMC McDonnell Douglas Long Beach, and DCMC VanNuys. Testing will start 20 Aug 96 and release of ACTS v. 3 is expected for mid-October 96. Training (voluntary) for ACTS v. 3 will be offered mid-Oct 96 to mid-Nov 96.

OVERHEAD CENTER TEAM (AQOK).

- o Mid Level Development Program (MLDP): Joy Trigg, an MLDP participant, is with the Overhead Center of Excellence for two weeks. She is working Cost Accounting Standards (CAS) noncompliance followup procedural issues.
- o Application of full General & Administrative (G&A) rate to termination costs: We are having a VTC on August 15 with DCMD West. Also participating is the Property Management/Contract Closeout & Termination Team and HQ Defense Contract Audit Agency (DCAA). The subject is whether a full G&A rate should be applied to termination costs.

o Potential CAS noncompliance: We are also involved in the issue of a potential CAS noncompliance involving combining segment G&A pools which results in reallocation of costs between programs.

APPROVED:

FRANK J. LALUMIERE
DEPUTY EXECUTIVE DIRECTOR
CONTRACT MANAGEMENT POLICY